



## POLICIES AND STANDING RULES

OF THE

## HEART OF AMERICA SAMOYED CLUB

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1. **CLUB DUES.** Club Membership dues are payable on or before January first (1<sup>st</sup>) of each year and no member may vote whose dues are not paid for the current year. During the month of November, the Treasurer shall send to each member or household a statement of dues for the ensuing year. Current dues rates for Club Membership are as follows:
  - a. Individual Membership - \$18.00 per year
  - b. Household Membership - \$25.00 per year
  - c. Life and Junior Memberships – Life and Junior Members pay no dues(New – 11/13/2016)
  
2. **CLUB MEETING DATES/TIMES.** The Club shall meet quarterly in the months of March, June, September, and December, during the *AKC Corresponding Date Table* weeks of week 10 (March), week 24 (June), week 37 (September), and week 50 (December). Specific annual Club meeting dates/times will be determined before the December meeting by the Board of Directors for the following year. The Board will set the meeting dates while generally adhering to the following guidelines:
  - a. The March meeting will be a face-to-face meeting at the show site on Friday of the annual HOASC Specialty weekend, one hour after the Samoyed Best of Breed competition, unless otherwise determined by a majority vote of the Board of Directors. Once the Judging Program becomes available, the Club Secretary will e-mail the Samoyed ring times with a reminder that the face-to-face meeting will take place one hour after conclusion of Best of Breed competition.
  - b. The June, September, and December meetings will take place via Facebook private messaging. These meetings will take place on Sunday afternoons at 2:30 pm on the previously prescribed weeks of the *AKC Corresponding Date Table*. The meetings may also be transacted by means other than Facebook private messaging, such as via e-mail, conference call, or other electronic means that may become available. The Board is responsible for selecting the appropriate means by which the meetings will be transacted.
  - c. A Club member may request a meeting date/time change by contacting all members of the Board, in writing (e-mail or snail mail), immediately following (no more than 5 days) the Club Secretary's thirty (30) day advance meeting notice. The member must express their rationale for the date/time change as well as suggest/request their desired new meeting date/time. The Board will subsequently meet electronically to discuss the proposed change and to determine whether the change is justified. In all such cases, the Board should exercise particular care in justifying meeting date changes which may have the effect of causing other Club members to miss the newly scheduled meeting date/time. Approval of any Club meeting date/time change requires a majority vote of the Board. In the case of an approved change, the Club Secretary shall inform the membership of the change. (New – 11/13/2016)

- 3. BOARD OF DIRECTORS MEETINGS.** The Board of Directors shall meet quarterly in the months of February, May, August, and November and will transact their meetings via e-mail e-mail, Facebook, conference call, or other electronic means that may become available. Officers, Board members, and Club members who wish to have inquiries, topics and questions for review/action by the Board of Directors, shall submit the same in writing to the Club Secretary, no later than the last day of the month preceding the Board meetings. The Club Secretary shall send a consolidated agenda with the inquiries, topics and questions to the Board of Directors by the 5<sup>th</sup> day of the meeting month. All Board members must respond to the Club Secretary via e-mail with their comments, suggestions, and motions by the 15<sup>th</sup> of the month. Subsequent motions and actions will be consolidated and re-sent via e-mail by the Club Secretary as soon as possible for Board action and voting, and Board members must respond to the Club Secretary with their votes and actions within 10 days of that e-mail publication. Board actions will be distributed prior to all general membership meetings. Should there be no business appearing before the Board, the Club Secretary is duly authorized to send an e-mail canceling that particular quarterly meeting. (New – 11/13/2016)
- 4. CLUB FINANCIAL ACCOUNT(S)/BUDGET.** All Club financial accounts shall be in the name of The Heart of America Samoyed Club and shall include, at minimum, the Club Treasurer and one other Club Officer listed on the account(s). All checks drawn on the Club account(s) shall be signed by one Club Officer duly authorized on the Club's checking account. The Board shall be solely responsible for approval of the Club's annual budget, and may give authority to the Treasurer to pay certain or specific bills without approval of the general membership. (New – 11/13/2016)
- 5. MEMBERSHIP DUES/ROSTERS.** On/about March 1 of each year, the Club Treasurer will provide a paid/unpaid dues roster to the Club Secretary as a necessary aid in the performance of Secretary duties specified by the Club's By Laws. The Club Secretary will supply a current year Membership Roster to all Club members on/before the March face-to-face meeting. (New – 11/13/2016)
- 6. COMMITTEE BUDGET SPENDING.** No committee shall enact procedural changes or spending over their allocated budget without Board approval. (New – 11/13/2016)
- 7. MEMBERS EXHIBITING AT CLUB SPONSORED EVENTS.** The Club does NOT place any limitation on Club members concerning exhibiting their Samoyed(s) at Heart of America Samoyed Club Specialty shows, or other Club sponsored events, with the exception of restricting the Show Chairperson from participating as an exhibitor at shows/events for which they serve as Chairperson. (New – 11/13/2016)
- 8. JUDGES NOMINATION/SELECTION PROTOCOL.** Judge nominations for the following year will begin about fifteen months ahead of the Club Specialty Show/Event. Judge nominations will be accepted by the Club Secretary via e-mail or Facebook from the date of the scheduled December meeting until the face-to-face meeting in March. Additional nominations will be accepted during the March meeting, after which, the nominations will be considered closed. The Secretary will compose ballots and send them out via e-mail asking the membership to rank their top three (3) choices. First choices on each ballot will receive three (3) points, second choices on each ballot will receive two (2) points, and third choices on each ballot will receive one (1) point. Voting will close each year on March 31<sup>st</sup>, and shortly thereafter, the Club Secretary will publish the results to the membership. (New – 11/13/2016)
- 9. JUDGE PAYMENT LIMIT.** Once the top three judges have been voted upon, the show Chair shall contact all three Judges to ask whether they are available, and if so, what they would charge as fees and costs. At that point, all information shall be submitted to the Board. The Board will make every effort to hire the top pick, but if the fees and costs are unreasonably high, the Board may decide to hire one of the other top vote getters. Sweepstakes Judges will not receive any monetary compensation. (New – 11/13/2016)

- 10. PERPETUAL TROPHY, PLAQUE, AND COMMEMORATIVE PLAQUES.** Under no circumstances are the Club's Perpetual Trophy and/or Large Plaque ever to be permanently awarded to anyone, including to the owners of a BISS winner. The custodianship, care, and transport of the Perpetual Trophy, Plaque, and Custom Case will remain with the donors, and subsequently with their next of kin, unless otherwise determined by the same. The small commemorative plaques which are to be awarded to the owners of the BISS winners are to be listed as a separate line item on the annual trophy pledge list, and the pledge amount shall be solely determined by the Board of Directors. (New – 11/13/2016)
- 11. SUNSHINE COMMITTEE POLICY.** It shall be the Club's policy that we will send flowers or make a donation in the event of the death of a Club Member or an immediate family member (spouse, partner, or children), and the amount expended shall not exceed \$50.00. The Club shall send a sympathy card for the death of extended family members or in-home pets. Illnesses of Club Members or their immediate family which require hospitalization will warrant the sending of a get-well card. All actions required by this Committee shall be administered by the Club Treasurer. (New – 6/11/2017)
- 12. CLUB POLICIES AND STANDING RULES REVISIONS.** Every other year, during the even numbered years, at the face to face Club meeting, copies of the Club Policies and Standing Rules and all other Club adopted items which are continuing in nature, shall be made available to the members in attendance. At that meeting, these items will be individually reviewed and voted upon. A simple majority vote of the members present and in good standing and voting shall be sufficient to retain, revise or rescind any item on the list, with the exception of the Perpetual Trophy/Plaque provision which will remain on this list permanently (due to that provision possessing a binding gift restriction from the donors). New items may be added to the list in the course of business transacted during general Club membership meetings and Board of Director meetings. (New – 11/13/2016)

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*Approved by the Heart of America Samoyed Club (HOASC) Board of Directors – May 22, 2016*

*Approved by the Heart of America Samoyed Club (HOASC) General Membership – November 13, 2016*